



# PARMA MUNICIPAL COURT

5555 POWERS BOULEVARD

440-887-7400

PARMA, OHIO 44129

**TIMOTHY P. GILLIGAN**  
PRESIDING JUDGE  
ADMINISTRATIVE JUDGE

**DEANNA O'DONNELL**  
JUDGE

**KENNETH SPANAGEL**  
JUDGE

**EDWARD J. FINK**  
MAGISTRATE

**DAVID A. LAMBROS**  
MAGISTRATE

**GEORGE F. LONJAK**  
MAGISTRATE

## TEMPORARY ORDER IN RESPONSE TO THE COVID-19 PUBLIC HEALTH EMERGENCY

On March 9, 2020, Ohio Governor Mike DeWine issued Executive Order 2020-01D, declaring a State of Emergency in response to the growing COVID-19 public health emergency.

In response to this public health emergency, the Parma Municipal Court is taking measures to minimize the number of people who need to come to the courthouse in the coming weeks. Therefore, the Parma Municipal Court is modifying its schedule and daily operations in order to protect the public while maintaining essential court functions and protecting the rights of all individuals subject to the authority of the Court.

Therefore, it is hereby ordered:

1. **Effective March 23, 2020,** The Parma Municipal Court will be limited to the conducting of Felony initial appearances, and arraignments on First or Second degree misdemeanors. All other matters including evictions, criminal and civil pre-trials and trials are hereby continued for a period of forty five (45) days or until further order of this court. Individuals that do not have business before the Court will not be permitted in the courthouse.
2. **Jailed Defendants:** The Court will continue to see the majority of jailed defendants via video conferencing. The Court will continue to make every effort to minimize the number of prisoners in jail, to the extent that the safety of the community or the alleged victim, if any, is not jeopardized.
3. **Felony Initial Appearances:** The Court will continue to hold a felony initial appearance docket at 11:00 a.m. These shall now take place by video.
4. **Criminal and Civil Filings and Motions:** All filings shall be through the U.S. Mail, fax 440-887-7481, or sent electronically to: [clerk@pammunicipalcourt.org](mailto:clerk@pammunicipalcourt.org). The appropriate fees must accompany the filing if by mail, or arrive within 5 days business days of electronic filing.

5. The Courts temporary hours of operation shall be from 9:00 a.m. until 3:00 p.m. Monday through Friday.
6. The Duty Judge rotation shall be temporarily altered to one week rotations.
7. This public health emergency may be considered "just cause" for continuances deemed necessary by the Court on a case-by-case basis.

Upon the Court's own motion, all cases in which the defendant demanded a speedy trial are hereby continued pursuant to O.R.C. 2945.72(H). In light of the current public health emergency, the Court finds that such a continuance is not only reasonable, but also necessary to protect public health.

The above-stated measures will significantly reduce the number of individuals appearing in court in the coming weeks. Defendants can also take steps to eliminate or postpone their next court appearance.

This order shall be valid for thirty (30) days and subject to renewal or revocation. The Court is continuously assessing the situation to determine if additional precautions are necessary.

This Temporary Order shall remain in effect until further order of the Court.

IT IS SO ORDERED.

  
ADMINISTRATIVE AND PRESIDING  
JUDGE TIMOTHY P. GILLIGAN

  
JUDGE DEANNA O'DONNELL

*Signatures Per telephone Conference*

  
JUDGE KENNETH SPANAGEL